

DD/M&S 74-2475

3 JUL 1974

MEMORANDUM FOR: Director of Logistics

SUBJECT : Office Landscaping

*Mika:*

1. Attached herewith is a fairly comprehensive study by the Office of Joint Computer Support concerning the possible application of the Kodak approach on "office landscaping." Although the focus of attention is obviously in the OJCS area, it is entirely possible that, if the program has real merit, it might be implemented in various elements of the Agency. As part of the package, I have also included the informal memorandum of 2 July 1974, which reflects the gist of the [ ] tele-  
phonic discussion on the same date. STAT

2. I would urge your thoughtful and constructive consideration to this matter in an effort to improve the working environment within the Office of Joint Computer Support, and possibly to develop further orderly application to other Agency units. I do want to be sure that the "Kodak solution," represents a CIA solution. You, of course, might wish to coordinate the plan with the Fine Arts Commission, if you feel it is appropriate or timely.

3. Please submit your comments or recommendations by the end of the month.

*1st Jack*  
John F. Blake  
Associate Deputy Director  
for  
Management and Services

Atts

EO-DD/M&S: [ ] kmg (3 Jul 74)

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DD/M&S 74-2441: Memo dtd 28 Jun 74 to DD/M&S fr D/JCS, same subj